

**NORTH CAROLINA COMMISSION FOR MENTAL HEALTH, DEVELOPMENTAL  
DISABILITIES AND SUBSTANCE ABUSE SERVICES**

**Advisory Committee Minutes**

DoubleTree Hotel  
1707 Hillsborough Street  
Raleigh, NC

**Thursday, February 28, 2013**

**Attending:**

**Commission Members:**

James R. Bowman, Dr. John Carbone, Anna Cunningham, F. Michael Maybee, Nancy Moore, Beverly Morrow, Kevin Oliver, Dr. Greg Olley, John Owen, Dr. Peggy Terhune, Elizabeth Ramos, Don Trobaugh

**Excused Absences:**

Frank Edwards, Dr. Diana Antonacci, Dr. Tyehimba Hunt-Harrison, Phillip A. Mooring

**Division Staff:**

Steven E. Hairston, W. Denise Baker, Marta T. Hester, Andrea Borden

**Call to Order:**

The Advisory Committee was called to order by Anna Cunningham, Committee member at 1:27 pm. Ms. Cunningham convened the meeting in the absence of Frank Edwards, Advisory Committee Chairman. Ms. Cunningham requested a moment of reflection and issued the ethics awareness and conflict of interest reminder. Member introductions followed.

**Role of Advisory Committee:**

W. Denise Baker, Team Leader, Division Affairs, Operations Support Section, NC Division of Mental Health Developmental Disabilities and Substance Abuse Services (the Division), provided an overview of the role and responsibilities of the Advisory Committee.

Ms. Baker advised Advisory Committee members regarding the authority of the NC Commission for Mental Health, Developmental Disabilities and Substance Abuse Services (the Commission) to advise the Secretary of the NC Department of Health and Human Services (NC DHHS) and to engage in rulemaking pursuant to NC General Statute §143B-147; she mentioned that other statutes also referenced the rulemaking authority of the Commission. Ms. Baker informed the committee that the Commission created the Rules and Advisory Committees in 2002 in an effort to fulfill its statutory obligations: advising the Secretary of NC DHHS and rulemaking. She noted that neither committee has independent authority and advised that all decisions of the committees must be presented as recommendations to the Commission for action. In the past, the Advisory Committee has worked on issues related to housing as well as workforce development and has advised the Secretary through various avenues such as resolutions, reports and correspondence. Ms. Baker provided clarity on several questions from the members regarding the committee's role and authority.

**Vision and Next Steps:**

Ms. Cunningham stated an Advisory Committee conference call was held recently and a decision was made by the membership to integrate work which will complement the Commission's rulemaking authority. The Community Capacity and Provider Network issue is a product of this discussion.

The Advisory Committee members selected the issues below as the focus of their efforts in 2013:

- Community Capacity and Provider Network
- Traumatic Brain Injury (TBI)
- Capacity and Emergency Rooms/Departments
- Emergency Rooms and Rules
- Standardization and Information Technology

Steven E. Hairston, Chief, Operations Support Section, NC DMH/DD/SAS, recommended that the Advisory Committee draft a letter to the NC DHHS Secretary asking her to identify issues on which the Commission can offer assistance. Because one of the Commission's primary roles is to advise the Secretary, it might be both helpful and informative to see what issues she identifies as requiring assistance. Dr. Greg Olley, Commission Chairman, agreed to draft the letter and send it to the full Commission for a vote before submitting it to the Secretary. In order to expedite the process, the full Commission will be permitted to submit its vote electronically.

Ms. Cunningham concluded the meeting by summarizing the key issues the group will focus on and agreeing that members of the Committee will develop a matrix to track all the identified issues while focusing on a central topic: Community Capacity.

**Public Comment:**

There were no public comments.

**Adjournment:**

*There being no further business, the meeting adjourned at 2: 24 pm.*